Spring 2018 Off-Campus Federal Work-Study Hiring Schedule

Sessions to be held in the Emory University Office of Financial Aid, 3rd floor of the B. Jones Building, unless otherwise noted. Please arrive 5 to 10 minutes early – students arriving late will not be admitted to the hiring sessions. Sessions typically last about 45 minutes.

- Monday, January 8 – 2:00pm
- Tuesday, January 9 – 2:00pm
- Wednesday, January 10 – 10:00am
- Tuesday, January 16 – 2:00pm
- Wednesday, January 17 – 10:00am
- Tuesday, January 23 – 10:00am
- Wednesday, January 24 – 2:00pm
- Monday, January 29 – 10:00am
- Tuesday, January 30 – 10:00am

The January 30th hiring session will be the final opportunity to be hired for Spring 2018. Students who do not attend one of these sessions fully prepared will not be able to be hired for Spring 2018.

In order to be admitted to the hiring session you must:

- Provide an entirely completed 2017-18 Student Selected for Hire Form, including job tracking number, from your hiring supervisor.
- Complete online orientation, http://apps.hr.emory.edu/Orientation/ (only required for 1st employees, or students who have not worked at Emory in 365 days)
- Bring a pen to write with
- Original forms of ID as listed on the next page. Permitted ID must be originals, unexpired forms, and cannot be laminated (either one form of ID from the first column, or a combination of one ID from the second column and one ID from the third column), http://www.studentaid.emory.edu/documents/fws/fws19_Docs.pdf.